

**WAUKESHA COUNTY HEALTH AND HUMAN SERVICES
JOINT CONFERENCE SUB-COMMITTEE
MINUTES**

Monday, September 10, 2012

Board Members Present: Michael O'Brien, Joe Vitale, and Janel Brandtjen

Staff Members Present: Dr. Rada Malinovic, Peter Schuler, Dr. Amy Gurka, Cindy Buchholz, Crystal Boyd, Joan Sternweis, Janet Koller, Susan Andrews and Pat Russell

Staff Members Excused: Dr. James Rutherford, Janet Rasmussen

Board Members Excused: Dennis Farrell

Chair O'Brien called the meeting to order at 1:45 PM.

Announcements:

Dr. Rutherford is out on medical leave.

Minutes:

The June 4, 2012 minutes of the Joint Conference Committee meeting were reviewed. Recommendation made to format all names to include first and last name of individuals.

MOTION: Janel Brandtjen made a motion seconded by Joe Vitale with change to include full name. All voted and the motion carried.

Hospital Statistics:

July 2012 hospital statistics report was summarized. Average length of stay 5.3, average number of beds occupied 15, and insurance recovery \$71,849.

Randy Setzer will write a narrative regarding revenue which he will begin to include on the hospital statistics report starting with the August report.

MOTION: Janel Brandtjen made a motion and Joe Vitale seconded to accept hospital statistic report with new narrative coming next month. All voted and the motion carried.

Performance Improvement:

Performance Improvement report for the period June, July and August 2012 was reviewed.

MOTION: Joe Vitale made a motion to accept performance improvement report, seconded by Janel Brandtjen. All voted and the motion carried.

Utilization Review (UR):

UR nurse has been hired, Lisa Collins. Since she began working she has requested authorization for 119 hospital days from insurance companies. 101 days have been approved, 8 days denied; she will continue to pursue denied days. Suggestion made to go back and evaluate trend in order to establish pre-electronic record data, otherwise

we won't be able to quantify it. The UR report should also include the dollar amount assigned to it.

MOTION: Joe Vitale made a motion, seconded by Janel Brandtjen to approve UR report. All voted and the motion carried.

Medical and Psychological Staff:

Dr. Malinovic introduced Dr. Amy Gurka, Ph.D. Her date to completely transition from the HHS outpatient unit to the Mental Health Center is still pending hiring of her replacement at HHS.

MOTION: Janel Brandtjen made a motion, seconded by Joe Vitale to approve Dr. Gurka's appointment to the Medical/Psychological Staff. All voted and the motion carried. Mike O'Brien signed the appointment letter. Request for appointment will now go to HHS Board for consideration.

Hospital Services Update:

Janet Koller summarized inpatient professional staff and duties.

Insurance Denials

Jennifer Andrews, Program and Projects Analyst, was introduced and summarized claims worked on by her since November 2011.

MOTION: Janel Brandtjen made a motion, seconded by Joe Vitale to approve the Insurance Denial report. All voted and the motion carried.

Next meeting:

The next meeting will be on Monday, December 3, 2012 at 1:30 p.m. .

Adjournment:

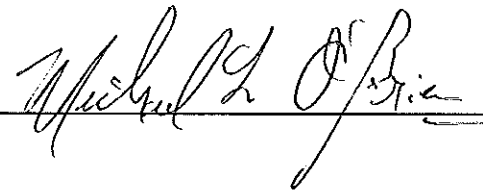
There was no other business.

The meeting adjourned at 2:37 p.m.

Respectfully submitted,

Karen Cooper, Recorder

Approved by: _____

 _____

Date: _____

